



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	November 19, 2004
TIME	1:30 – 4:00 Pm
LOCATION	1263 S Stewart Street – Carson City 123 East Washington Street – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Co-Chair, Dept of Information Technology	✓	Jack Staley, Co-Chair LV Valley Water District	✓
Robert Chisel, Dept of Transportation	✓	Dennis Cobb, LV Metro Police Dept	✓
Neil Harris, Elko County Sheriff's Office	✓	Anthony DeMeo, Nye County	✓
Ernie Hernandez for Heidi Sakelarios, NV Health Division	✓	Rod Massey, Clark County	
Kay Scherer, Dept of CNR	✓	Ronda Hornbeck, Lincoln Cty	
Dave Hosmer, DPS (being replaced by Major Bob Wideman)	✓		
Dan Newell, City of Yerington			
James Johns, Reno Police Dept	✓		
Chris Lake, NV Hospital Association	✓		
Dan Holler, Douglas County	✓		
Pete Menicucci, NV Nat'l Guard	✓		

Staff

Name	Present	Name	Present
Mark Blomstrom, Dept of Information Technology	✓	Gladys Myler, Attorney General's Office	✓
Maggie Thorne, Dept of Information Technology	✓	Dave McTeer Dept of Administration	
Jim Wilson, Clark County/SNACC	✓		

I. CALL TO ORDER

Terry Savage called the meeting to order at 1 :30 pm

II ROLL CALL/MINUTES

The roll call was conducted by Maggie Thorne. Present: 11 members, 1 alternates.
Absent: 3

Terry asked the new members to introduce themselves and say a few words about themselves. New members included:

Kay Scherer, Assistant Director, Dept of Conservation & Natural Resources

James Johns, Deputy Chief, Reno Police Department
Pete Menicucci, Lt Commander, SC, NV National Guard

Dave Hosmer indicated that due to function changes at the Department of Public Safety, Major Bob Wideman would be replacing himself as a member of NCSC.

The minutes from the 9/14 and 10/05 were reviewed. **Jack Staley made a motion seconded by Dave Hosmer to approve both minutes as presented. Motion carried.** Jack mentioned that Maggie did a good job on the minutes and Terry concurred that she always does.

III. DISCUSSION ON COMMUNICATIONS INTEROPERABILITY PLAN DEVELOPMENT

Tim Peters, President and Chief Executive Officer of Tech/Knowledge, Inc., went over a powerpoint presentation on proposed plan directions with the members that described the plan development methodology, plan format, and directions for the Plan.

Mr. Peters informed the members that from the survey Tech/Knowledge received 116 primary responses representing 180 agencies, since some agencies responded for several agencies.

Mr. Peters discussed the Conceptual Table of Contents for the Plan (2-page document.) Members reviewed the Mission and Vision Statements and **it was agreed to change the 5th bullet that read « with optimum efficiency » to read « With optimum balance of efficiency and effectiveness »**

Mr. Peters then reviewed briefly the Preliminary Survey Statistical Results, dated November 19, 2004. Jim Johns, Reno Police, asked how many agencies should have responded to the survey ? Mr. Peters indicated that his company is continually trying to get everyone to respond and believes they should end up with 340. Mr. Johns asked if they will be able to identify those agencies they did not respond and Mr. Peters said yes they can and are doing that. **Terry mentioned that once the database (of survey results) is turned over to the State, that NCSC needs a mechanism of maintaining the database and asked that a discussion of that (database maintenance) be a future meeting agenda item.**

Terry asked (based on page 10 of the Statistics report) once all survey results are obtained, what percentage of accuracy Mr. Peters believes he will have. Mr. Peters believes they should be able to obtain a 90% accuracy on numbers.

Jim Johns' asked if he would be able to find out if any of his agencies reported unsatisfactory with regards to the question « Does Your Current System Meet Agency's Comm Needs in Regional/Task Force Operations ? » in order that he can go back to his office and take corrective action ? The issue of confidentiality was discussed, however it was agreed that off line this information would be available to members of NCSC and Terry agreed they would find a way to do this. Mr. Peters indicated that Mr. Johns can log into the database with his password and extract any information on his agencies.

Glade Myler mentioned that he is charged with putting together the mutual aid agreement for all the counties and cities. He asked if there is any wording the Committee wanted incorporated in the agreement that has to do with interoperability that they should present it to him right away. After much discussion on the issue of

communications in the mutual aid agreement, Jim Johns stated that the agreement is for identifying who is responsible for what, chain of command, workmen's comp issues, etc and should not delve into communications. It was agreed that one sentence on communication could be included similar to the Washoe County Regional System that says « The joint operating committee must establish rules and procedures for interoperation during mutual aid ».

Mr. Peters continued reviewing the Proposed Plan Directions powerpoint document. Jim Johns pointed out that on the Technical Issues – Shared Channels slide that the first three objectives are met with adopting the 4th item. Mr. Peter's agreed and Mr. Johns asked that the slide have a footnote regarding this so that concept is not lost in future discussions. Mr. Peters' agreed.

Robert Chisel asked if in the survey they found anyone using a P25 system and Mr. Peters said yes – all federal agencies.

Jim Johns asked that a footnote be added to the slide concerning « Change is coming ». The footnote should show what bands/widths this would impact. In addition, on the following page, Mr. Johns noted that the statement « many agencies radio system reaching end of life would be incorrect since the time this hits the legislature 90% of the radios in Nevada will be brand new. Mr. Johns asked that the slide be amended to show a number. Mr. Peters said many agencies elected not to respond to many technical questions it would be impossible to know a number at this point but Tech/Knowledge is working on getting answers. Robert Chisel also had problems with the wording « end of life » and suggested that it be more specific or state which systems are not. Mark Blomstrom suggested that statements like that have a time date (month/year) reference to them and a percentage according to statistics from the survey database. Mr. Peters mentioned that this is just a powerpoint presentation and in the actual Plan, there would be much more clarity to these points.

Terry Savage indicated that at the next meeting, having had time to review the powerpoint presentation, the agenda would include continued discussion on a avenues of direction and questions and objectives to thrash around. Terry also asked that before the next meeting, if Mark Blomstrom, Jim Wilson, Tim Peters and Robert Chisel could look at a number of possible alternative architectures that would be helpful – two or three – in order to compare.

Robert Chisel added that the members need to talk about funding (real dollars) at the next meeting and should be on the agenda.

IV. DISCUSSION ON ITEMS PERTAINING TO NATIONAL GOVERNOR'S ASSOCIATION (NGA) COMMUNICATIONS INTEROPERABILITY POLICY ACADEMY

Mark introduced Joe Trella. Sr. Policy Analyst from the National Governor's Association. Mr. Trella indicated that NGA is bringing 5 states together (NV, Idaho, Wisconsin, Louisiana and Georgia) either late January/early February to address policy issues with wireless interoperable communications. NGA is looking at governing structures, funding, legislation, executive orders, etc.. – strictly looking at policy, not looking at the actual technology for interoperable communications. The overall objective for me today is for Nevada (NCSC) to come up with their top three objectives on interoperability.

Terry advised everyone that the members on this Academy from Nevada include Mark Blomstrom (DoIT), Dennis Cobb (LV Metro Police), Anthony DeMeo (Nye County), Jim Johns (Reno Police), Chris Lake (NV Hosp Association), Tim Peters (Tech/Knowledge), Terry Savage (DoIT) and Bob Wideman (Dept of Public Safety).

Terry posed the following questions to the members :

1. From your prospective what are the two main problems related to wireless interoperability ? *Dave Hosmer said money and personalities. Glade said three words : Federal Communications Commission (why does Virginia get what NV was denied ?) Jim Johns shared that there is not a simple language for explaining to legislators or elected officials who drive all the interoperability – we need to have some sort of language system, explanation, definitions a way to put it into plain English so it can be explained to everyone for them to understand. Terrain is another problem in Nevada. Pete Menicucci added that we need to look at ‘what level do we need to communicate’. Operational ways to improve interoperability versus new equipment/technology.*
2. Where do you see the gaps and do certain policies or practices impeded the development of comprehensive and seamless interoperability ?
3. What would happen if you do nothing to advance interoperability. *Glade Myler indicated that this is an objective by the Homeland Commission and needs to be addressed so you can’t do nothing.*
4. What are our goals, results we are expecting ? *Jim Johns said in simplist terms : A guiding document that will allow local, mid and high level government representatives to design their communication systems so that they function day to day and the Homeland Security needs. Glade suggested that NCSC put a legislator on this Committee to help lobby for what is needed. Chris Lake added that we should focus results on high frequency/low risk versus high risk/low frequency event (that may never occur). Dave Hosmer said part of what happened at the World Trade Center was a training issue. Jim Johns agreed – we need an easy to understand command and control document so that everyone operates on the same page when high risk occurs. Mark Blomstrom said a goal would be funding mechanisms, since grant money is going to dry up. Dave Hosmer said we could solve a lot of problems with interoperability with data transmission versus voice (members agreed – good point). Chris said his agency is moiving towards data transmissions. Chris Lake also added that on top of FCC regulations, their are a lot of other regulations on what you say and how you say it, HIPAA for example. Terry concluded that AB441 mandated that the Homeland Security Commission pass a communications plan by either June 30/July 1 2005 and the result that he expects is that this Committee will produce a Plan that the Homeland Security Committee will pass by that timeframe that has very, very broad acceptance – that people see it as the right answer to this problem. Whatever that Plan looks like, if it passes that test, I (Terry) will consider this effort to be a success.*

Terry said priorities need to be identified and asked these questions of NCSC :

1. Given current environment, what policies or practices should this Academy focus on ?
2. What types of changes need to occur in the State ? (Operational, legislative, budgetary)
3. How do we frame these issues to the Governor, legislators, media and lay people ?
4. Who are our partners, who can help us and make this move forward ? Who are our critics ?

5. What are some potential early wins that we can get ? Changes that we can make that are visually beneficial.

Pete Menicucci said to help sell and explain to legislators we should come up with a baseline criteria of compatibility at some level. Dennis commented the public is worried about the big stuff (low risk) and police/fire worry about the (high frequency). Jim Johns said the mission and vision statement what's missing from that is the State's relationship between local government, the sponsoring and guiding the development of this interrelated communications – so we need to look at that when we continue discussion. We've defined our priorities : Define the day-to-day tier level of operation communication interoperability, define operability, identify and adopt a standard of certification for personnel for operation within the NIMS and if we had the money, what would it look like – but until we have the money – here's our mid-term operation. Kay Scherer said the legislators don't want the technical reasons why communication didn't occur but what were the results and when we develop we need to say under our old system this was the potential of what could have occurred and through cooperation and training this is where we are today. Terry said his priority is we need to come up with a language and a method for explaining these issues to the people who make the decisions.

Joe Trella thanked the members for their input and felt he gathered a lot of information from their conversation. He did give the Academy members homework for their first meeting : **Be prepared to give a 7-10 minute presentation to the other State's on Where Nevada is at at this moment, what successes have you had going forward, what has been disasterous and what are your top 3 challenges to move forward.**

V PUBLIC COMMENT

None presented

X. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 4:10 pm Future Meeting: December 7, 2004

Minutes are posted on the website at: <http://ncsc.nv.gov/>

Questions Call: 775-684-5859 or email maggiet@doit.state.nv.us

Draft minutes submitted by Maggie Thorne, 11/22/04

APPROVED: _____ DATE: _____